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AGREEMENT

BETWEEN

SUPERINTENDENT OF THE

ST. REGIS FALLS CENTRAL SCHOOL

AND

ST. REGIS FALLS UNITED TEACHERS ASSOCIATION

July 1, 2010 – June 30, 2014

of Employees
Covered by
Agreement:
35

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PREAMBLE

In order to effectuate the provisions of Chapter 392 of the Laws of 1967 (THE PUBLIC EMPLOYEES FAIR EMPLOYMENT ACT), and to encourage and increase effective and harmonious working relationships between the St. Regis Falls Central Board of Education (hereafter referred to as the "Board") and its Professional Employees represented by the St. Regis Falls United Teacher's Association (hereafter referred to as the "Association") and to enable the Professional Employees more fully to participate in and contribute to the development of policies for the school district so that the cause of public education may be best served in the St. Regis Falls Central School District.

ARTICLE 1 RECOGNITION

The St. Regis Falls Central School Board of Education, having determined that the St. Regis Falls United Teacher's Association is supported by a majority of the teachers in a unit composed of all Professional Personnel except the Chief Executive Officer and The Building Principal hereby recognizes the St. Regis Falls Central United Teacher's Association as the exclusive negotiating agent for the teachers in such unit. Such recognition shall be the maximum allowed by law. For the purpose of this agreement the word "teacher" shall mean bargaining unit member.

The Board agrees not to negotiate with any other teacher organization other than the Association for the duration of this agreement.

ARTICLE II NEGOTIATION PROCEDURES

- A. Upon request of either the Board or the Association, a mutually agreed upon date to open negotiations will be set within fifteen days following the request. Issues proposed for negotiations by the parties shall be submitted in writing before the first meeting. All necessary subsequent meetings will be called at times mutually agreed to by the parties.
- B. Both parties shall have the right to select its own representatives. Both parties agree to conduct such negotiations in good faith and deal openly and fairly on all items.
- C. It is agreed that when the Board of Education deems it reasonable it will furnish all available information pertinent to the issues under consideration.

ARTICLE III DEDUCTIONS

- A. The Board of Education agrees to deduct from the salaries of its employees dues for the St. Regis Falls United Teachers Association or Associations.
- B. Deductions referred to in Section A above shall be made in the following manner:
The total annual membership dues for those designated Professional Associations, certified as mentioned above, shall be deducted in twenty (20) equal installments beginning with the first period in September. No later than one week prior to the scheduled first paycheck in September, the Association shall (1) provide the Board with a list of those employees who have voluntarily authorize the Board to deduct dues for the Association names in Section A above and (2) forward at the same time to the respective associations, a list of the members and their addresses who have elected payroll deductions for such associations.
- C. The Board of Education shall, following each pay period from which dues deduction is made, transmit the amount so deducted to the St. Regis Falls Central United Teacher's Association treasurer.
- D. The Board of Education agrees to deduct from the checks of those who so desire:
 - a. Credit Union Deductions
 - b. Government Bonds
 - c. Tax Sheltered Annuities
 - d. VOTE/COPE Funds from the 21st Paycheck

These deductions shall start with the second paycheck in September upon authorization of the teacher. Authorization must be given at least five days prior to the date of the first deduction. Authorized deductions may be canceled or added five days prior to the 1st of any month. Money so deducted will be paid when due.

- E. Each member of the bargaining unit who does not join the Association including its affiliates, shall be required to pay an agency fee for services rendered by the Association for negotiations and contract administration. The agency fee shall be equal to Association and affiliate dues. The Association shall provide the district with a list of all non-members no later than one week prior to the scheduled first paycheck in September of each school year. Agency fee deductions shall be made in the same manner as dues deductions except that written authorizations by non-members is not necessary.

- F. Credit union/banking transfers are deposited so that all monies will be available to members of the Association on the day of scheduled payroll. These deposits will be limited to Seacomm Federal Credit Union, North Franklin Federal Credit Union and Community Bank, NA. Deposit instructions will be established at the initial payroll of the year and may be changed once per year.

ARTICLE IV GRIEVANCE PROCEDURE

- A. Declaration of Purpose - WHEREAS, the establishment and maintenance of a harmonious and cooperative relationship between the Board of Education and its teachers is essential to the operation of the school, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances of teachers.
- B. Definition of a Grievance - A grievance is a claim by any teacher or group of teachers, or the Association represented by the St. Regis Falls Central United Teacher's Association that the Board of Education or its representatives, has not fulfilled or has violated any of the provisions of this agreement or terms and conditions of employment as the same or construed under the Taylor Law.
- C. Procedures:
- 1) Stage One - Discussion between the aggrieved teacher and the teacher's immediate supervisor, every reasonable effort will be made to settle the matter informally between the supervisor, the teacher and/or association representative. The grievance shall be presented no later than 20 working days after occurrence and the supervisor shall give their reply to the grievance within 20 working days of the date of discussion.

If the grievance is not settled to the satisfaction of the Association and the teacher informally, it will be reduced to writing and presented to the Superintendent within ten (10) working days from the time the answer is received regarding the informal meeting with the immediate supervisor.
 - 2) Stage Two - Meeting between the aggrieved teacher and the superintendent within ten (10) working days from the date the superintendent received the written grievance. At this discussion the teacher's immediate supervisor, and Association representative, and the appropriate witness may be present. The Superintendent shall have ten (10) working days to provide a written reply.

- 3) Stage Three - If the grievance remains unsettled following the written reply from the Superintendent, the Association shall have ten (10) working days from the date of the written reply in which to appeal to the Board for a formal hearing, in executive session, at the option of the grievant. This appeal shall be in writing and the Board shall schedule the hearing for the earliest possible time, and in any case, no later than the next regularly scheduled board meeting. The Board shall notify the Association in writing within ten (10) working days of the date of the hearing of its decision.
- 4) Stage Four - If the grievance remains unsettled, the Association shall have ten (10) working days from the date of the Board's written reply in which to submit the grievance to arbitration. This request will be in writing to the Board. Within ten (10) working days, following the request for arbitration, either party may request a list of arbitrators from the American Arbitration Association. Both parties will then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator. Arrangements will be made by both parties and the arbitrator to hold the hearing as promptly as possible.

The decision of the arbitrator shall be final and binding and the expense thereof to be equally divided.

- D. Nothing contained herein will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with an appropriate member of the administration and having the grievance informally adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement.

ARTICLE V CURRICULUM

To ensure continuity throughout curriculum and best teaching practices, the district will create the position of curriculum coordinator with an annual salary of \$2,000.00.

All appointments for curriculum coordinators will be for a two-year term, while recommendations of the Shared Decision Making Committee will be taken into consideration, the ultimate responsibility for the appointments must remain the sole responsibility of the Board of Education on recommendations of the Superintendent.

- Four (4) curriculum coordinators. Two (2) for ELA to be assigned as one for elementary and one for 7-12;
- Two (2) to be assigned for Math and one for elementary, and one for 7-12.
- One K-12 Science Curriculum Coordinator; One K-12 Social Studies Coordinator
- One Pre-K-12 Science/Technology Coordinator

Curriculum coordinators will coordinate, develop and implement curriculum by subject area as suggested by local and State standards, assessments, and syllabi.

The elementary curriculum coordinators will initiate meetings as needed with the pre-K-6 teaching staff, and they will participate in meetings with the administrators.

Curriculum Coordinators will develop a timetable to allocate staff development time throughout the year with administration to allow for a seamless transition of student performance to student instruction. A combined presentation by faculty and administration to the BOE presented by Curriculum Coordinators and Principal will serve as the goal setting initiative annually as soon as possible following testing.

ARTICLE VI PROFESSIONAL DEVELOPMENT GRANT

The St. Regis Falls Central School Board of Education will provide \$2,000 annually (from September through August) to qualifying, full-time Union members for professional advancement grants that are above and beyond anything else the District might provide during the school year.

This grant will be used for the purchase of materials, equipment, training, and related expenses (fees, travel, lodging) which enhance teaching in District as described in the grant application. Grants will be considered on an individual basis, and will be processed by the St. Regis Falls Board of Education members or appointees, as per state law. The Board will determine the amount to be granted each applicant, and reserves the right to limit the number of successive grants awarded any specific Union member.

Applicants will be asked to provide an explanation of the project and a description of the benefit(s) to the district. After project completion, recipients will present acquired project or material at a Board of Education meeting.

These grants may not be used to obtain an advanced degree in teaching or administration.

The amount of each grant will be dependent upon anticipated costs and the needs of the district. Upon the recommendation of the Superintendent, the Board of Education will have the final authorization to approve or disapprove any professional development grant. It is understood that the decision of the Board is final, and that it cannot be an issue of a grievance.

Union members involved in these projects outside of regular school hours shall be paid at a rate of \$15.00 per hour, as itemized in grant application.

The Professional Development Grant application form will be available to all Union members throughout the year, and will be of the format exhibited as attached. (See Appendix C) Applications must be submitted to the Superintendent's office by either of the two deadline dates: November 18 or April 6.

ARTICLE VII IN-SERVICE TRAINING

- A. Definition of "In-Service Training" - a program for advancement while actively engaged in teaching.
- B. In order to implement an in-service program, the following will be the policy of the St. Regis Falls Central School District:
1. A program of in-service training will consist of any one or combination of:
 - a. New curriculum ideas
 - b. Methods and materials for more effective teaching in subject areas
 - c. Over-all views of subjects involving K-12 continuity
 2. The program selected will be mandatory for all teachers involved in the subject area with the exception of those teachers taking a comparable course for certification of post-Bachelor credit during the semester the in-service course is offered.
 3. For each ten (10) hours of in-service training taken outside of the normal work day, a minimum of one hour of credit will be given. This will be on a voluntary basis. At the district's option, teachers may be offered at least \$50.00 per credit hour for specific in-service course work. Individual teachers may option for the stipend or the hours of credit.
 4. The student-teacher program will be considered as part of the in-service program of St. Regis Falls Central School. Teachers will not be assigned a student teacher unless they do so desire. No hours of credit will be given under #3 above.
 5. Stipend for approved workshops during non-school hours is \$15.00 per hour.

ARTICLE VIII LEAVES

A. Sick Leave

Each employee is credited with fifteen (15) days sick leave at the beginning of the school year. Unused sick leave will accumulate to 225 days. Absence on sick leave results in no loss of pay. Such leave is to be granted for personal illness.

1. No statements or certificates shall be required of a teacher for illness except that the District may, at its discretion, require a physician's statement after three (3) consecutive days of claimed illness.
2. If at all possible, teachers will notify the district the morning of, or the evening before, an absence in a timely fashion as prescribed by the district.

3. The district may monitor the employee's leave records from time to time to determine that patterns of potential improper use of leave do not develop. Unauthorized or inappropriate use of sick time may be subject to disciplinary action.
4. The St. Regis Falls Teachers' Association shall have the right to establish a sick leave pool. The committee shall consist of three (3) Association Members, two (2) Board of Education Members, and one (1) Administrator. It is the sole responsibility of the St. Regis Falls Teachers' Association to organize this sick leave pool. The St. Regis Falls Central School District requires That all transfers of sick days be submitted to the Business Office in writing one week prior to payday. All tenured teachers will be guaranteed teaching positions after such illness.

In cases of serious and/or prolonged illness or injury, the Association may grant to a teacher who has exhausted his or her current and accumulated sick leave, additional sick leave with full pay, subject to the following:

- a) a bank shall have been established by the Association and shall contain at least one hundred (100) days;
- b) no more than three hundred (300) total days per school year may be utilized. Under extenuating circumstances, the 300-day limit may be waived in any year by the Board;
- c) a committee appointed by the Association and Board of Education shall oversee the operation of the bank consistent with the criteria spelled out above. Individuals applying for days from the Family Leave Pool must have exhausted all accrued family leave days and seventy-five percent (75%) of accrued sick leave;
- d) no more than fifty (50) days may be initially granted to an individual in a particular school year. The individual may apply for an additional 40 days upon expiration of the first 50 days. These additional days will not be subject to the waiting period in "e" below;
- e) a teacher applying to the Association shall complete a one-week (5 day) waiting period before receiving days from the bank. The District will loan the teacher these five (5) sick days, if such days are needed for pay purposes, to be repaid when the teacher returns to work;
- f) If 50% of committee agrees to request, sick days are granted.

B. Personal Leave

Each teacher may use up to four (4) days of personal leave per year for personal business that cannot be accomplished outside regular school hours. Personal leave cannot be used to engage in other employment. No reason need be given for the use of a personal day, except if it is used on a staff development day.

Personal days may be used to extend a vacation. This will only be granted to five (5) teachers by a lottery and on a rotating basis. A teacher can use it only once every five (5) years or when fewer than five (5) teachers apply. Neither seniority nor priority will be taken into account.

1. If at all possible, a teacher must notify their immediate supervisor in writing on personal leave request forms at least 5 days prior to the time they desire personal leave.
2. The leave provided by personal leave will accumulate as sick leave at the conclusion of each school year in the event it is not used for such personal leave.
3. Where a true emergency exists, the Superintendent may grant a personal day or days beyond the 4 credited at the beginning of the school year.
4. The following personal leave form will become part of the agreement:

PERSONAL LEAVE FORM

Teacher.....
Date of Notification.....
Date of Expected Absence.....

Signature

C. Professional Visitation Days

Professional visitation days: 2 days-approved by the Superintendent to visit approved classroom or school which would be a learning situation for teachers or to attend a conference in the teacher's area of concentration.

D. Family Leave

1. At the beginning of every school year, each teacher shall be credited with eight (8) days to be used for serious illness in the immediate family. Three days will also be granted for each death in the immediate family. Immediate family is defined as spouse, parents, son, daughter, brother, sister, father-in-law, mother-in-law, grandfather, grandmother, or anyone living under the same roof. Additional days may be granted with the approval of the superintendent.
2. The leave provided under family leave shall be non-cumulative.

E. Child Rearing Leave

1. Upon request, a unit member shall be granted a child rearing leave up to one year at the time of the birth or adoption of a child. Longer period of leave may be granted upon mutual agreement.

Child rearing will be treated as a temporary disability with all accumulate sick leave and privileges. The employee may choose either/or use a combination of both sick leave and unpaid extended leave.

F. Sabbatical Leave

1. A full time professional employee who has completed eight years of satisfactory service in the School District may apply for a sabbatical leave. The Association may make a recommendation, positive or negative, concerning the request to the Superintendent of his consideration. Upon the recommendation of the Superintendent, the Board may in its sole discretion grant the sabbatical leave request. Neither the Association's nor the Superintendent's recommendation is binding on the Board; rather, the Board will have the final authority to approve or disapprove any sabbatical leave request.

Sabbatical leaves may be granted by the Board for any of the following reasons:

- a. Enrollment in any continental United States university or college as a resident student, taking a minimum of 1/2 year's load.
 - b. Enrollment in any foreign university or college as a student, taking a course or courses, which shall have the approval of the Board.
 - c. Any other reason agreed upon by the board and the teacher.
2. No more than one full year or two (1/2) year sabbatical leaves may be granted during a single school year.
 3. Applications must be made in writing by January 1, eight months prior to the September when the sabbatical is to become effective.

4. The final action taken by the Board on a teacher's request for sabbatical leave will be forwarded to such teacher in writing no later than March 1st, following submission of application.
5. This leave may be taken for one (1) year at one half pay, or one half (1/2) year at full pay.
6. If more than one (1) teacher applies for a full year sabbatical leave, or more than two (2) teachers for (1/2) year sabbatical leave, the teacher with the greatest number of years of service in this school system will have priority.
7. Personnel granted sabbatical leave are expected, under contract, to return and to serve the school district for a minimum of two years. If a person desires not to return, their full remunerative restitution of salary paid must be made to the school district immediately upon resignation. If a person desires not to return the second year after a sabbatical leave, 1/2 of their full remunerative restitution of salary paid must be made to the school district immediately upon resignation.

G. Leave of Absence

Leave, for absence without pay, may be granted to teachers on tenure for a period not to exceed one year for professional study, travel or other approved reasons. Upon return from such leave, it is understood that teachers will be placed in an equivalent position.

H. Professional Leave

1. The Association shall be granted, upon written request to the Superintendent, up to 6 days per year to be used by members to attend national, state, or regional union meetings and activities. No individual deduction will take place for this leave.
2. Other absences to attend meetings of professional organizations will be permitted without loss of salary or deduction from accumulated sick leave or personal leave at the discretion of the superintendent.

ARTICLE IX WORKING CONDITIONS

A. Hours of Duty

1. All faculty members of the St. Regis Falls Central School will be on duty in their homerooms or at their teaching stations from 7:45 a.m. to 2:55 p.m. each day unless other arrangements are made with their respective supervisors. The period from 2:15 p.m. to 2:55 p.m. will be known as the Consultation and Remediation Period. Teachers will utilize this time for remediation of Students or consultation with peers. All faculty meetings shall take place during the Consultation and Remediation Period. Two days are for consultation and three days are for remediation.
2. One evening Open House and two afternoon and evening parent conferences may be scheduled by the administration. Any additional evening conferences or meetings must be mutually agreed upon and scheduled.
3. At the district's option, if there exists any unused snow days, these days will be added to the Memorial Day vacation. Elementary students will have two one half days prior to the day they pick up their report cards. Dismissal time on these two days will be approximately 11:30 a.m.

B. Teaching Load

Elementary and High School consisting of Pre-K-6 and 7-12

1. Each teacher is guaranteed the equivalent of one preparation period per day based on the current time schedule, plus a thirty-minute lunch period.
2. All extra-curricular duties including Athletic practices will be secondary to the teacher's primary assignment.
3. Content area teachers will administer and correct or evaluate all state required or mandated tests. The District will provide the necessary time between (8:00 a.m. and 2:55 p.m.) for holistically scored tests exclusive of the preparation period.

Full-Time Employees:

The teaching load will not exceed six (6) periods for teachers in grades seven through twelve. Any teacher teaching more than six periods will be compensated at the rate of \$2,500.00 for each course above six.

Part-time Employees:

One-half position

Maximum of four assignments. All periods must be consecutive. Part-time teachers will receive tenure based on the calendar year. (e.g. a half-time teacher will receive tenure after three calendar years). If a teacher is involuntarily reduced, seniority rights continue. If reduction is voluntary, seniority freezes.

Elementary Grades

1. When at all possible, a substitute teacher will be employed for special teachers who are absent.
2. Teachers will receive a thirty minute lunch period free of all duties and/or supervision between the hours of 11:00 a.m. and 1:00 p.m.
3. Elementary teachers will be free, whenever possible, when a special teacher takes over their class.
4. Every teacher is guaranteed the equivalent of one preparation period per day based on the current time schedule, plus a thirty (30) minute lunch period.
5. Content area teachers will administer and correct or evaluate all state required or mandated tests. The District will provide the necessary time between (8:00 a.m. and 2:55 p.m.) for holistically scored tests exclusive of the preparation period.

C. Reduction in Staff

In the event there is a reduction in staff, teachers reduced shall be according to Education Law.

D. Health and Accident Insurance

New employees shall contribute the following amounts per year to the cost of health insurance premiums: Individual \$187.00, Super-family \$250.00 and Family \$500.00. Current employees shall contribute the following amounts per year to the cost of health insurance premiums:

2010-11	Individual: \$37.50, Super-family: \$50.00 and Family: \$100.00
2011-12	Individual: \$75.00, Super-family: \$100.00 and Family: \$200.00
2012-13	Individual: \$150.00, Super-family: \$200.00 and Family: \$400.00
2013-14 & Beyond	Individual: \$187.00, Super-family: \$250.00 and Family: \$500.00 The District is responsible for the balance of all premiums.

The District shall pay 100% of the cost of the retiree's health insurance, to include spouses and lawful dependents of retirees, for retirees over and under age 65.

The District will provide administration of a Group Vision Care Plan as offered by Davis Vision. The District will not pay for any portion of the coverage selected by the employee.

D. Health and Accident Insurance (cont'd)

A unit member electing not to participate in the health insurance plan shall receive an annual buyout equal to \$3,500.00 payable in two payments; one in December & one in June of each year. Unit members must provide documentation of alternative health coverage, and unit members who receive coverage within the consortium as part of a Super-family, shall not be eligible. Unit members who elect to receive a buyout shall not contribute to the health insurance plan.

E. Assignment of Extra-curricular Activities and Duties

1. Extra-curricular activities shall be divided into two categories. These shall be designated as supervisory and advisory activities.
2. The Advisory Activities are those which comprise additional duties such as club, class and organizational advisors. These will be assigned by the Administration.
3. Each teacher shall chaperone one activity and thereafter is to be paid \$15.00 per hour. Chaperone assignment will be on a voluntary basis first. If no one volunteers, assignments will be made by the Superintendent on a rotating basis.
4. Scorekeepers and timers, who are bargaining unit members, will be paid on the same scale as chaperones.
5. With the permission and at the sole discretion of the administration, unit members who are athletic officials may be permitted to leave school early.
6. Chaperone Duty:
List of dates requiring chaperones will be posted to members of the Teachers' Association. If all dates are not covered, then the posting will again be circulated to members of the Teachers' Association as well as non-members of the Association.
Members of the Teachers' Association will receive appointment to any requested dates in preference over non-members.

F. Teacher Aides

The Association recognizes the need for and the value of teacher aides in our school system. Their duties shall be assigned by the Board or its representatives.

The Board of Education shall not replace any teacher with a paraprofessional or teacher aide for instructional purposes.

G. Professional Vacancies

The Association President shall be informed, at least 10 days prior to the date for close of applications, of any teaching, advisor, or coaching positions that open in the district. During the school year the open position will also be posted at least 10 days prior to the closing date for applications on the daily attendance list.

The Superintendent shall maintain a list of those staff members wishing to change teaching or coaching assignments. During the summer, individuals on the list will be notified of appropriate opening prior to the closing date.

H. Class Size Impact

1. The district will provide impact relief for the teachers (K-12) of academic classes greater than 24 pupils, and in the special areas of art, physical education, music, and typing the classes would not exceed 35 beginning with the 2003—2004 school year. This does not include the co-curricular areas of band and chorus.
 - a. The development of class sizes will be determined on the basis of known pupil enrollment as of June 1st (preliminary) and then finalize as of August 1st.
 - b. The maximum limits will not be considered violated if pupils enroll in the district after August 1st and who, therefore, may cause some class sections to exceed the foregoing maximums.
2. A committee will be formed to suggest appropriate impact alternatives for classes which exceed the stated maximum.
 - a. The Superintendent and the President of the Association will meet to determine the size and membership of the committee.
 - b. The committee will meet at least once the first year of the agreement and at least three times for the duration of the agreement. Otherwise, the committee will meet as often as mutually agreeable.
 - c. Teachers of classes with fewer than 24 students scheduled may utilize the same committee to achieve some mutually satisfying relief. (This would not be subject to the grievance procedure).
 - d. If the impact recommendations of the committee are not accepted by the district or the teacher, or if the committee cannot agree on a recommendation, the teacher involved and/or the association may initiate a grievance on the impact concern at the Board of Education stage of the grievance procedure.
 - e. If the grievance proceeds to arbitration, the arbitrator will be limited to a determination of the appropriate impact remedy.

I. Mentor-Intern

- a. Mentors must volunteer to apply and be approved for the purpose of assisting new teachers prior to being recommended by the superintendent for appointment by the Board Of Education.
- b. Mentors will be assigned after volunteering to apply by recommendation of the Superintendent for appointment by the Board of Education with preference given by expertise and/or area of certification where possible.
- c. Whenever possible, mentors will be required to attend all orientation meetings held By the principal and or the superintendent to inform new teachers assigned to them of their responsibilities.
- d. Mentors will be paid an honorarium of \$1,000.00/year for service to the appointed new teacher in the roll of mentor.
- e. The Association and administration will develop a mutually agreeable document prior to assigning mentors.

J. Maintenance & Upgrade of Teacher's Room

The district will allocate up to \$500.00 per year (for the duration of the contract) to provide funding for the upkeep of the teachers' room. This allocation will be spent by the mutual agreement of the Superintendent and the President of Association. This part of the contract will be null and void, if the school district is in a contingency budget year.

ARTICLE X RETIREMENT

- A. Upon retirement and subject to the stipulations, limitations, and provisions of this article, unit members shall be paid a benefit according to the following schedule and conditions:

<u>Service Length</u>	<u>Incentive</u>
10-14 years	\$50 per day of accumulated sick leave
15-19 years	40% of final salary
20+ years	50% of final salary

- B. To be eligible for this benefit upon retirement, a member must meet the following criteria and stipulations:

1. All years listed above must be years of full service in the district.
2. In order to be eligible for this benefit, teachers who are to retire in any school year must notify the district by January 1 of the last full school year of teaching. This requirement may be waived by the district in extenuating circumstances. Payment will be made by July 31st of the year in question.
3. On death of a teacher prior to retirement or disability retirement, an award payable to the estate, provided that the letter has been given to the district as stated under "B2".
4. The terms "retire" and "retirement" in this provision mean that a unit member is leaving district employment for the present purpose of receiving a pension from the New York State Teachers' Retirement System by the effective date given in the notification letter referred to in "B2" of this provision. Said terms do not mean "qualified to vest" with the New York State Teachers' Retirement System.

- C. This retirement clause will be in effect until a change is made through the negotiations process or as mandated by state and/or Federal guidelines.

ARTICLE XI TEACHER ASSOCIATION RIGHTS

- A. Teachers will have the right, upon request to review the contents of their personnel files and to make copies of documents in it. A teacher may, at his/her request, have a representative of the Association accompany him/her during such review and such review shall take place in the confines of the Superintendent's office and in his/her presence. A teacher has the right to respond in writing to items of a derogatory nature that are placed in his/her personnel file. Material of a derogatory nature, which is placed in a teacher's personnel file, will be removed if found to be incorrect by both parties. The district will not forward to any third parties documents contained in a teacher's personnel file without the express written permission of the teacher.
- B. The St. Regis Falls Central United Teacher's Association may use the facilities and equipment of this school, if and when they are available for monthly meetings, or any other business and professional activity. The Association must request and be granted approval for the use of the above by the administration.

- C. A teacher involved in a disciplinary action will not be subjected to reprimand in the presence of a person other than the supervisor or principal unless unusually and potentially dangerous situations exist which might be hazardous to the health and welfare of anyone.
- D. Faculty members and spouses may attend any school function sponsored by the school organizations free of general admission. (Suppers and refreshments excluded.)
- E. No teacher will be disciplined, reduced in rank or compensation, deprived of professional advantage or dismissed without just cause.

ARTICLE XII PROBATION AND TENURE

- A. Probationary teachers shall be informed of action taken regarding tenure by the Board of Education not less than 60 days prior to the end of their probationary period.
- B. If a probationary teacher is denied tenure, written notice shall be given within 10 days of denial of tenure.
- C. Probationary Teacher Evaluation
 - 1. Continuation in employment of a probationary teacher shall be based upon satisfactory performance within the scope of his or her employment.
 - 2. All probationary teachers shall be observed at least three times during the first year of probation, with the right to request an additional observation. Two times a year during the rest of the probationary period, once each semester, with the right to request one additional observation during that school year. All such observations shall be made at the Superintendent's/Principal's convenience. All evaluations shall be reduced to writing.
 - 3. The observation by the Superintendent or Principal and evaluation shall be based on instruction abilities, disciplinary responsibilities, supervisory responsibilities, professional responsibilities, and other factors associated with his/her position and duties. The evaluation shall be marked on overall rating of these categories above mentioned as follows: 1. Excellent, 2. Good, 3. Fair, 4. Poor.

A copy of such evaluation shall be given to the teacher and a copy shall be signed by the teacher for the teacher's file and such signature shall indicate neither approval nor disapproval of the evaluation by the teacher. The person doing the evaluation will confer with the teacher, within 5 school days, or at a later time when extended by mutual consent.

ARTICLE XIII
TEACHER ASSIGNMENT AND QUALIFICATIONS

- A. Teachers will be notified in writing of their salary, grade levels, and/or areas of teaching no later than June 1st each year, if possible.
- B. Whenever possible, teachers will be hired to work entirely within their area of competence and certification.
Involuntary transfers - it is recognized that some involuntary transfers of teachers from one building to another or reassignment within a tenure area may be unavoidable but should be held to a minimum. Notice of any such involuntary transfer shall be given to teachers as soon as practicable and under normal circumstances, not later than June 1. When transfers are necessary to positions for which there are no previous applicants, volunteers will be sought for such position and no involuntary reassignment will be made unless it has not been possible to locate an adequate number of volunteers after a good faith effort for a period of 10 days. Volunteers will be transferred or reassigned. An involuntary transfer or reassignment will be made only after a meeting between the teacher involved, a representative of the Association, if requested by the teacher, and the principal involved at which time the teacher will be notified of the reasons therefore and if the teacher objects to such transfer or reassignment, a good faith effort will be made to transfer or reassign the teacher to an acceptable position.
- C. To receive appointment by the Board of Education, a teacher shall be certified or eligible for certification as required by the State Education Department. When certified personnel are not available persons prepared in a particular area may be hired subject to the consideration of the State Education Department and they must begin work on proper certification requirements as soon as possible.
- D. A teaching assistant is any person appointed by the Board of Education to provide, under the supervision of a licensed or certified teacher, direct instructional service to students. A teaching assistant must have the minimum credentials as stated in section 80.33 of the Commissioner's Regulations. A teaching assistant can only perform those duties as outlined in the Commissioner's Regulations, and cannot be used in any capacity to replace a certified teacher.
- Teaching assistants will be paid 50% of the corresponding step on the salary schedule, in the BA column, beginning with step one, and will receive benefits equal to those received by members of the bargaining unit, as well as all contractual rights granted to bargaining unit members.
- E. It is recognized, that the Board and Association are concerned with the difficulty in obtaining substitutes; therefore, Association members are encouraged to provide names of competent substitutes to the district.

- F. The Guidance Counselor is to be paid one-two hundredth of his/her regular salary for each day that he/she works during the summer. The Guidance Counselor may work up to a maximum of 10 days, if necessary.

ARTICLE XIV STUDENT DISCIPLINE

- A. Teachers have the right to and indeed are expected to discipline students who are disobedient, defiant, or who trespass or usurp the rights of others, use improper language or intentionally damage or destroy school property.
- B. Teachers should handle all discipline problems themselves, when they feel that they can go no further in correcting the situation then the offending student should be sent to the office with a pass, indicating the reason he is being sent. Teachers should report the incident to the principal as soon as possible, at least the same day.
- C. The approved discipline policy as outlined in the Student Handbook shall be followed and reviewed on an annual basis by a committee consisting of Board of Education members, teachers, parents, students and the principal. The recommendations of this committee will be presented to the Board of Education annually for its approval.

ARTICLE XV SCHOOL CALENDAR

- A. The school calendar has been set up to the needs and convenience of schools in the Sole Supervisory District.
- B. Since the vocational school program is geared to our program, a uniform calendar had to be agreed upon and was set by the Board of Education.
- C. The scheduling of the calendar events will be made by mutual agreement between the Superintendent and the Association throughout the year. Exceptions to this would be events involving other school districts.

ARTICLE XVI PAYROLL POLICY

- A. Payroll checks will be distributed every second Thursday commencing with the Thursday of the second FULL week of school.
- The first payroll date for each school year will be determined at the time that the school calendar is approved by the Board of Education.
- B. The salary paid to a teacher on jury duty will be reduced by the amount the teacher is paid for jury duty.

C. Salary Payments

Salary payments will be granted on the written consent of the teacher to be made in the following manner:

26 checks on a 1/26 basis

21 checks a year payable at the following rate:

20 checks paid on a 1/25 basis

1 check paid on a 5/25 basis-payable last payroll in June

21 checks paid on a 1/21 basis

Unless written consent form is filed, the basis for payment shall be 1/21 rate.

D. With the second paycheck in October of every year, the District will provide each teacher with the following:

1. Salary
2. Step
3. Accumulated sick leave
4. In-service and graduate hour

**ARTICLE XVII
PROFESSIONAL STANDARDS ADVISORY COMMITTEE**

The District and the Association agree to institute a Professional Standards Advisory Committee in order to improve communications between and make recommendations to each party. The Committee will consist of 4 members, 2 appointed by the District and 2 appointed by the Union, subject to review at the end of each year. The Committee shall meet as needed, but no more often than once per month except by mutual agreement. Any topic, including controversial issues may be discussed. However, any recommended deletion, addition, or modification of existing contractual language or practice shall be referred to each party's Negotiation Committee for any further action or approval.

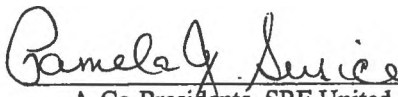
**ARTICLE XVIII
DURATION OF AGREEMENT**

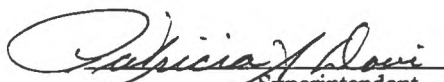
It is agreed by and between the parties that any provision of this agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds therefore shall not become effective until the appropriate legislative body has given approval.

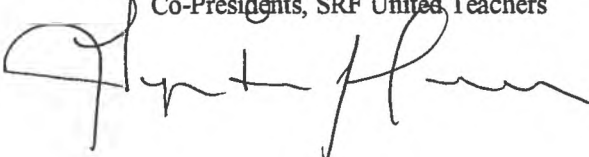
The Board of Education shall have the right to publish copies of this Agreement for distribution to all eligible voters of the District. This contract consists of 46 pages, including Appendices A-Q.

THIS CONTRACT IS EFFECTIVE JULY 1, 2010 - JUNE 30, 2014. HOWEVER, THE TERMS AND CONDITIONS OF EMPLOYMENT AS STATED IN THIS AGREEMENT WILL CONTINUE IN EFFECT UNTIL A SUCCESSOR AGREEMENT IS MADE.

DATED: 9/23/10


Co-Presidents, SRF United Teachers

 9/23/10
Superintendent



APPENDIX A

ST. REGIS FALLS CENTRAL SCHOOL DISTRICT
St. Regis Falls, NY

APPLICATION FOR ADDITIONAL SICK LEAVE

Name _____ Date _____

Address: _____

Phone: _____

Years of Service with this district: _____

Reason for Application: _____

GENERAL FINANCIAL STATUS PROJECTION:

Give a general financial statement with projections. This should include gross family income, projected expenses, insurance coverage including loss of income insurance and other extenuating financial circumstances.

Signature of applicant _____

Sworn to and subscribed before me this _____ day of _____, 20____

Notary Public

APPENDIX A-1

**ST. REGIS FALLS CENTRAL SCHOOL DISTRICT
Sick Pool Committee**

Request for information

To Whom It May Concern:

**You are hereby authorized to furnish the sick pool committee of
St. Regis Falls Central School with any or all medical reports
and other information pertinent to my present illness.**

signature of applicant

Witness

APPENDIX A-2

**St. Regis Falls Central School District
PHYSICIAN'S STATEMENT**

For Confidential use by the sick pool committee.

Name of Patient: _____

Address of Patient: _____

Statement of Patient's health status relative to performance of professional responsibilities and
and the prognosis of the case.

Anticipated date for return to position: _____

Signature of attending physician: _____ Date: _____

Address: _____

APPENDIX B

EXTRA-CURRICULAR PAY

1. Seniority rights to all positions will apply unless unsatisfactory performance has been documented by the administration.
2. All bargaining unit members will be notified of all unoccupied positions, or positions held by non-bargaining unit employees as provided in Article VIII, paragraph G.
3. The principal and advisor will be mutually agreed upon and become part of the "Teacher's Handbook".
4. Anyone moving from JV or Modified position to a Varsity level position will be placed on a step of at least equal salary.
5. Credit for previous coaching experience may be granted by the Board of Education in placing a new individual on the schedule.
6. Coaches who are coaching two sports during the same season will be paid in the following manner. The varsity coach or higher level team coach will be paid at full salary from the extra-curricular pay schedule, while the same coach will receive 2/3 the pay for the second team or lower level team from the pay schedule. This section applies to situations where a coach is holding practices simultaneously.
7. Class advisors, Student Council Advisor and Clubs may meet one 9th period per month on the following schedule:

1 st Week of Each Month:	Class Advisors
2 nd Week of Each Month:	Student Council
3 rd Week of Each Month:	Clubs
4 th Week of Each Month:	Utilized when vacations or school closings prevent scheduled meetings

Any other meetings must be held after school. This schedule will appear on a monthly calendar.

8. Steps to be accumulated only within particular sports or individual advisorships.
9. Separate check for extra-curricular duties will be written, if requested, during the month of October (fall activities), February (winter activities) and May (spring activities).
10. **Extra-Curricular Timeline**

MAY – Association members will be informed of the extra-curricular activities. After the initial Posting to the Teacher's Association, the teachers will receive a second posting. After 10 school days, the extra-curricular openings will be open to the non-instructional staff. The posting dates will be prominently displayed on the two Association extra-curricular postings.

JULY - Appointments for the Soccer programs and advisor openings will be made by the SRF Board of Education.

OCTOBER -

All winter and spring appointments will be made by the SRF Board of Education.

APPENDIX B – cont'd

EXTRA-CURRICULAR PAY (cont'd)

Representatives from both Administration and the Union will agree to meet during the month of May to discuss the assignment of Extra-Curricular Positions for the upcoming school year. All vacant positions will be subject to a formal written application process. These representatives will develop recommendations for appointments for consideration by the Superintendent of Schools by May 31st. The Board will consider the Superintendent's recommendation for appointment at their July meeting. As stated in Item #1 of this Appendix, individuals with seniority rights (subject to positive evaluations) will prevail if proper application has been submitted. Every effort will be made to adhere to the philosophy of developing continuity and leadership (coaching) stability in each interscholastic athletic program.

Performance documentation consists of yearly evaluation of all extra-curricular positions by administration using a format mutually agreed upon by the Board of Education and the Association.

"Sample"

September 2006

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
1ST WEEK OF EACH MONTH - CLASS ADVISORS & STUDENTS MEET ONE 9TH PERIOD PER MONTH						
10	11	12	13	14	15	16
2ND WEEK OF EACH MONTH - STUDENT COUNCIL & STUDENTS MEET ONE 9TH PERIOD PER MONTH						
17	18	19	20	21	22	23
3RD WEEK OF EACH MONTH - CLUBS & STUDENTS MEET ONE 9TH PERIOD PER MONTH						
24	25	26	27	28	29	30
4TH WEEK OF EACH MONTH - UTILIZED WHEN VACATIONS OR SCHOOL CLOSINGS PREVENT PREVIOUSLY SCHEDULED MTGS.						
ANY OTHER MEETINGS MUST BE HELD AFTER SCHOOL						

APPENDIX C
Professional Development Grant Application Form
- submit to Superintendent by November 18 or April 6

1. Project Description:

2. Rational or Purpose for Project:

3. Objectives/District Benefit(s):

4. Target Population:

5. Cost Estimates. Be as specific as possible, including such items as material, supplies, personnel (salary and expenses), transportation, compensation, phone calls, and any other related expenses which applicant may incur.

6. Anticipated Timeline:

Note: Your application may include a personal presentation

Applicant Signature

Date
Submitted

Superintendent

Date

APPENDIX D

Distance Learning Memorandum of Understanding **St. Regis Falls Central School District & St. Regis Falls Central School** **Instructional Association** **2004-2005**

I. General

- A. The parties acknowledge and confirm that participation in the Distance Learning Program shall not be used by the district to argue that the Association has waived any rights that exist to the exclusivity of bargaining unit work. The parties agree that the Distance Learning Program, in whole or in part, involves bargaining unit work in the provision of educational services to the children of the district.
- B. No member of the bargaining unit shall be subject to a reduction in force, in whole or in part, as a result of the District sending/receiving courses through the Distance Learning Program.
- C. Training for bargaining unit participants may be provided. The cost(s) of appropriate training shall be established and borne by the district. Compensation, if any, for such training for the participants shall be subject to the applicable provisions of this agreement.
- D. A bipartisan task force made up of District and Association representatives will meet prior to July 1st each year to review, dialogue, and report and make recommendations for the modification of this agreement. Both parties must ratify all such modifications.

- E. Teachers creating a new course, which has been requested and approved in advance by the Superintendent, will be paid a “development fee” of \$2,000.00 to develop the new course syllabus. Teachers of any distance learning course taught outside the regular school day will be paid at the rate of 1/7 of the teacher’s regular salary to teach the distance learning course. Teachers of any distance learning course taught during the school day will be paid \$2,500.00 to teach the course only if they are currently teaching 6 periods such that the distance learning course would constitute the 7th or greater period taught by the teacher. Those who are teaching less than six periods, and agree to teach a distance learning class, will receive no payment to teach, but are eligible to receive a development fee if they create a new class and develop a new course syllabus.

II. Transmitting

- A. Any program delivered from this district, for the purpose of educating children, shall be taught by a volunteer from the bargaining unit.
- B. The time of the transmission will be determined by the District, within normal confines (starting and ending time) of the daily schedule of classes and will coincide with the starting and ending times of the class schedule in effect.
- C. The number of students in a class, including those at receiving sites, shall not exceed 22-28 with no more than four receiving sites.

- D. The teacher shall not have responsibility to maintain or repair any equipment used in transmitting the lesson or any equipment used in responding to the inquiries of those receiving the broadcast. Operational responsibilities shall be minimal and appropriate training provided.
- E. The transmitting teacher who will cooperate with a designated person in the receiving school for these purposes shall do all grading of schoolwork and tests in this district. If the grades need to be translated into a different system to agree with the receiving school's system, that shall not be the responsibility of the transmitting teacher. The transmitting teacher will send grades to the receiving school at the time, and in the manner, when he/she turns in grades to this district.
- F. The teacher shall not be expected or required to attend any functions in the receiving school district(s), but will be available to receiving school students and their parents in the same manner that he/she is available to students and parents in this district. The transmitting teacher and the receiving district may make mutually acceptable arrangements for compensation, if necessary, for attendance at such functions beyond the limits described above.
- G. Evaluation of the transmitting teacher will be done in accordance with the provisions of the Teachers' Association contract. Any complaint with respect to the transmitting teacher's performance originating in a receiving district will be made known to the transmitting teacher. No evaluation of the teacher will be made except in the normal manner in the classroom.

- H. Any audio-visual tapes of the classes made in this district are the property of the district. The district, in its discretion, shall make such tapes available for the teacher's personal, professional, non-commercial use only upon the teacher's specific advance written request. Said request must specifically set forth the purpose for which the tapes are being requested and the tapes must only be used in the manner set forth in the request and according to all applicable laws and regulations. District approval for the release of the teacher's tapes shall not be unreasonably withheld.
- I. The calendar of this district shall be used for each course being taught.
- J. Textbooks for Distance Learning courses being transmitted shall be determined by this district in accordance with normal practices.

III. Receiving

- A. A course may not be offered if it falls within the tenure area of a qualified employee on a recall list unless said individual declines the offer of part-time employment.
- B. Transmissions shall originate within New York State.
- C. Bargaining unit members shall not be responsible for grading, extra help, or lesson planning of any received classes.

Adopted By the Board of Education on 6/15/04

APPENDIX E

2010-2011 SEPT-JUNE SCHEDULE A						
STEP	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	33697	34129	34574	35029	35458
2	34136	34462	34904	35359	35824	36263
3	34653	34981	35425	35881	36348	36788
4	35502	35840	36299	36773	37257	37713
5	35953	36293	36753	37226	37711	38168
6	36797	37149	37625	38115	38617	39089
7	37212	37563	38039	38529	39031	39503
8	38793	39160	39655	40166	40690	41182
9	40440	40825	41341	41873	42419	42933
10	42059	42457	42995	43549	44116	44649
11	43313	43723	43936	44847	45432	45990
12	44615	44706	45288	46196	46798	47371
13	45922	46407	47041	47637	48213	50284
14	47272	47803	48455	49077	49674	51806
15	48667	49296	49922	50552	51179	53330
16	50097	50745	51392	52036	52685	54632
17	51403	52091	52697	53345	53990	55942
18	52708	53355	54002	54649	55297	57248
19	54013	54699	55307	55954	56601	58554
20	56147	55971	56613	57261	57908	59860
21	56626	57272	57919	58565	59213	61166
22	57932	58579	59226	59872	60503	62514
23	59277	59884	60531	61225	61824	63776
24	60543	61188	61836	62483	63129	65082
25	61848	62502	63143	63754	64438	66389

LONGEVITY 2.27% OF 3.5% RAISE

APPENDIX E (cont'd)

2010-2011JULY SCHEDULE B

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	33697	34129	34574	35029	35485
2	34546	34876	35324	35784	36255	36699
3	35070	35402	35850	36312	36785	37231
4	35929	36272	36736	37215	37705	38167
5	36385	36729	37195	37674	38165	38626
6	37240	37595	38078	38573	39082	39560
7	37660	38015	38497	38993	39501	39979
8	39260	39631	40132	40650	41180	41677
9	40926	41315	41838	42377	42930	43449
10	42565	42968	43511	44072	44646	45186
11	43806	44248	44464	45387	45979	46543
12	45152	45244	45832	46751	47361	47941
13	46475	46965	47607	48210	48793	50889
14	47840	48378	49038	49668	50271	52429
15	49253	49889	50522	51160	51795	53972
16	50699	51356	52011	52662	53319	55290
17	52021	52718	53330	53986	54639	56615
18	53342	53997	54651	55306	55961	57936
19	54662	55357	55973	56627	57282	59259
20	56822	56645	57293	57950	58605	60581
21	57307	57961	58615	59269	59924	61901
22	58629	59284	59938	60592	61231	63266
23	59990	60604	61260	61961	62568	64544
24	61271	61924	62579	63235	63887	65864
25	62592	63254	63902	64521	65213	67187

Longevity REMAINING 1.23 OF 3.5% INCREASE

APPENDIX F*Current
Teacher's
Contract*

2011-2012 SEPT-JUNE SCHEDULE A

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	33697	34129	34574	35029	35485
2	34136	34462	34904	35359	35824	36291
3	35330	35668	37754	36596	37078	37532
4	35866	36206	38324	37136	37620	38076
5	36745	37095	39265	38060	38561	39033
6	37211	37563	39760	38529	39031	39503
7	38086	38449	40698	39449	39969	40458
8	38514	38877	41152	39878	40397	40886
9	40151	40531	42902	41572	42114	42623
10	41855	42253	44725	43339	43904	44436
11	43532	43943	46514	45073	45659	46212
12	44801	45253	47900	46417	47023	47599
13	46177	46271	48978	47812	48436	49029
14	47530	48031	50841	49305	49901	52044
15	48926	49476	52370	50795	51412	53619
16	50371	51022	54006	52321	52970	55197
17	51850	52521	55594	53857	54529	56545
18	53202	53914	57068	55211	55879	57900
19	54553	55223	58453	56562	57232	59251
20	55903	56614	59925	57912	58582	60604
21	58111	57930	61319	59265	59935	61956
22	58608	59277	62744	60615	61285	63306
23	59959	60630	64176	61967	62621	64703
24	61351	61980	65606	63368	63988	66009
25	62662	63330	67034	64671	65338	67359

LONGEVITY 2.27% OF 3.5% RAISE

APPENDIX F (cont'd)

use

2011-2012 JULY SCHEDULE B

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	34876	35324	35784	36255	36699
2	34546	34876	35324	35784	36255	36727
3	35755	36097	36560	37037	37524	37983
4	36297	36641	37105	37583	38072	38534
5	37187	37541	38022	38518	39025	39502
6	37659	38015	38497	38993	39500	39978
7	38544	38911	39410	39923	40449	40944
8	38978	39345	39844	40357	40883	41378
9	40634	41018	41537	42072	42621	43136
10	42358	42761	43302	43860	44432	44970
11	44055	44472	45034	45615	46208	46768
12	45340	45797	46020	46975	47588	48172
13	46732	46828	47436	48387	49018	49619
14	48101	48609	49273	49898	50501	52670
15	49514	50071	50755	51406	52030	54264
16	50976	51635	52291	52951	53607	55861
17	52474	53153	53831	54505	55185	57225
18	53842	54563	55197	55875	56551	58596
19	55209	55887	56564	57242	57920	59964
20	56576	57294	57932	58609	59287	61333
21	58810	58627	59299	59978	60656	62701
22	59313	59990	60667	61344	62022	64068
23	60681	61359	62036	62713	63374	65481
24	62089	62726	63404	64130	64758	66803
25	63415	64091	64769	65449	66124	68170

LONGEVITY REMAINING 1.23% OF 3.5% RAISE

APPENDIX G

2012-2013 SALARY SCHEDULE

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	34876	35324	35784	36255	36699
2	34546	36097	36560	37037	37524	37983
3	35755	36097	36560	37037	37524	38012
4	37007	37360	37839	38333	38837	39313
5	37568	37924	38404	38898	39405	39883
6	38488	38855	39353	39866	40391	40885
7	38977	39345	39844	40357	40883	41377
8	39893	40273	40790	41321	41865	42377
9	40342	40722	41239	41770	42314	42826
10	42056	42454	42991	43545	44113	44646
11	43841	44258	44818	45395	45987	46544
12	45597	46028	46610	47211	47826	48404
13	46926	47400	47631	48619	49254	49858
14	48368	48466	49096	50081	50734	51356
15	49785	50310	50998	51644	52268	54513
16	51247	51824	52531	53205	53852	56163
17	52761	53442	54121	54804	55484	57816
18	54311	55013	55715	56413	57117	59228
19	55726	56473	57129	57831	58530	60647
20	57141	57843	58544	59245	59947	62063
21	58556	59300	59959	60660	61362	63480
22	60869	60679	61374	62077	62779	64895
23	61389	62089	62790	63491	64193	66310
24	62804	63506	64207	64908	65592	67773
25	64262	64921	65623	66375	67024	69141

LONGEVITY 3.5%

Appendix G

Revised 9/12/12

2012-2013 SALARY SCHEDULE

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	33697	34129	34574	35029	35485
2	34546	34876	35324	35784	36255	36727
3	35331	35668	36126	36597	37078	37561
4	37007	37360	37839	38333	38837	39313
5	37568	37924	38404	38898	39405	39883
6	38488	38855	39353	39866	40391	40885
7	38977	39345	39844	40357	40883	41377
8	39893	40273	40790	41321	41865	42377
9	40342	40722	41239	41770	42314	42826
10	42056	42454	42991	43545	44113	44646
11	43841	44258	44818	45395	45987	46544
12	45597	46028	46610	47211	47826	48404
13	46926	47400	47631	48619	49254	49858
14	48368	48466	49096	50081	50734	51356
15	49785	50310	50998	51644	52268	54513
16	51247	51824	52531	53205	53852	56163
17	52761	53442	54121	54804	55484	57816
18	54311	55013	55715	56413	57117	59228
19	55726	56473	57129	57831	58530	60647
20	57141	57843	58544	59245	59947	62063
21	58556	59300	59959	60660	61362	63480
22	60869	60679	61374	62077	62779	64895
23	61389	62089	62790	63491	64193	66310
24	62804	63506	64207	64908	65592	67773
25	64262	64921	65623	66375	67024	69141

LONGEVITY 3.5%

APPENDIX H

2013-2014 SALARY SCHEDULE

Step	BA	BA+15	BA+30	MA/MS	BA/BS+45	BA/BS+60
1	33378	34876	35324	35784	36255	36699
2	34546	36097	36560	37037	37524	37983
3	35755	37360	37839	38333	38837	39313
4	37007	37360	37839	38333	38837	39343
5	38302	38668	39164	39674	40197	40689
6	38883	39251	39748	40260	40784	41279
7	39835	40215	40730	41261	41804	42316
8	40341	40722	41239	41770	42314	42826
9	41289	41683	42217	42767	43330	43861
10	41754	42147	42682	43232	43795	44325
11	43528	43940	44495	45069	45656	46208
12	45375	45807	46386	46984	47597	48173
13	47193	47639	48242	48864	49500	50099
14	48569	49059	49298	50321	50978	51603
15	50061	50163	50815	51834	52510	53153
16	51527	52071	52783	53452	54098	56421
17	53041	53638	54370	55067	55736	58129
18	54607	55313	56015	56722	57425	59840
19	56211	56939	57665	58387	59116	61301
20	57677	58449	59128	59855	60579	62770
21	59141	59867	60593	61319	62045	64235
22	60605	61375	62058	62783	63510	65701
23	62999	62803	63522	64250	64976	67167
24	63537	64262	64988	65713	66439	68631
25	65003	65729	66454	67179	67887	70145

LONGEVITY 3.5%

2010/2011, 2011/2012, 2012/2013, 2013/2014 COACHING SCHEDULE

Position	Step 1 (1-3yrs)	Step 2 (4-6yrs)	Step 3 (7-9yrs)	Step 4 10+yrs
VARSITY				
Baseball	2900	3100	3300	3600
Basketball	3100	3300	3500	3800
Soccer	2900	3100	3300	3600
Softball	2900	3100	3300	3600
Volleyball	2900	3100	3300	3600
JUNIOR VARSITY				
Basketball	2500	2700	2900	3100
Volleyball	2300	2500	2700	2900
MODIFIED				
Baseball	2000	2200	2375	2500
Basketball	2000	2200	2375	2500
Soccer	2000	2200	2375	2500
Softball	2000	2200	2375	2500

APPENDIX J

2010/11, 2011/2012, 2012/2013, 2013/2014 ADVISOR SCHEDULE

	<u>1-3 YRS.</u>	<u>4-6 YRS.</u>	<u>7-10 YRS.</u>	<u>11+ YRS.</u>
7 & 8 Advisor	843	917	1001	1030
9 & 10 Advisor	931	1014	1107	1139
Jr. Class	1411	1541	1684	1733
Senior Class	1950	2129	2324	2396
Club Advisor	605	659	719	741
Odyssey	627	683	745	769
Student Council	1507	1647	1795	1849
Honor Society	931	1014	1107	1139
Science Fair	476	517	564	580
Science Mentor	911	992	1083	1116
Model UN	1698	1854	2025	2085
Yearbook	2033	2220	2424	2497
Newspaper	1698	1854	2025	2085
School Play	1950	2129	2324	2396
Stage/Prep Band	2765	3019	3294	3394
Prom Advisor	531	578	630	648
AV Club	1558	1693	1828	1896

Memorandum of Understanding

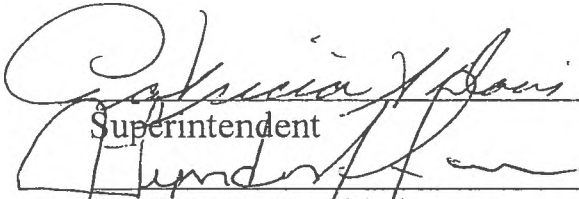
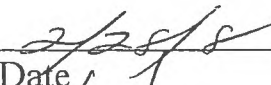
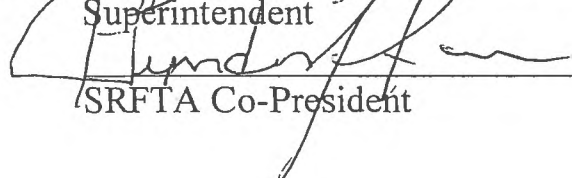
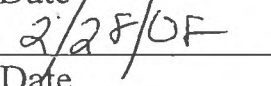
The St. Regis Falls Teachers' Association (SRFTA) and the St. Regis Falls Central School District (SRFCSD) agree to replace Article VII, Section D, Subsection 2, of our current collective bargaining agreement with the following language:

The SRFTA and The SRFCSD agree to the establishment of a Family Leave Bank. Funding for the bank is from unused Family Leave days, contributed by members of the SRFTA, in June at the end of each academic school year. The initial contribution to the Family Leave Bank comes from unused family leave days existing prior to the beginning of the 2007-2008 school year totaling 117 days. (See attachment)

The same committee as established in Article VII, Section A, Subsection 4, administers the Family Leave Bank. (Sick Leave Committee)

The Family Leave Bank operates under the following parameters:

- a) No more than three hundred (300) total days per year may be utilized. Under extenuating circumstances, the 300-day limit may be waived in any year by the Board.
- b) No more than fifty (50) days may be initially granted to an individual in a particular school year. The individual may apply for an additional forty days upon expiration of the first 50 days. These additional days are not subject to the waiting period in "c" below.
- c) A teacher applying to the Association shall complete a one-week waiting period before receiving days from the bank. The District will loan the teacher these five days, if such are needed for pay purposes, to be repaid when the teacher returns to work.
- d) If 50% of the committee agrees to the request, family leave days are granted.

 _____ Superintendent	 _____ Date
 _____ SRFTA Co-President	 _____ Date

APPENDIX L

Memorandum of Understanding

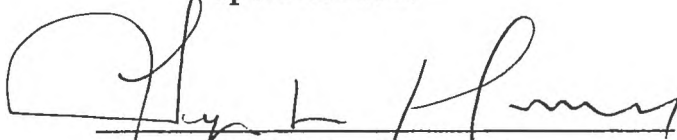
The St. Regis Falls Teachers' Association (SRFTA) and the St. Regis Falls Central School District (SRFCSD) agree to the establishment of an Academic Intervention Services (AIS) program with the following parameters:

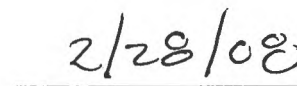
- 1) AIS begins at 3:00 p.m. continuing until 4:30 p.m. on Tuesdays, Wednesdays, and Thursdays.
- 2) Appointment as an AIS instructor is on a voluntary basis selected from a pool of interested SRFTA members. There are no involuntary assignments to AIS during after-school hours.
- 3) The maximum number of students in an AIS class is six.
- 4) AIS instructors receive the following rate of pay:

2007-2008:	\$25.00 per hour
2008-2009:	\$30.00 per hour
2009-2010	
& Beyond:	\$35.00 per hour


Superintendent


Date

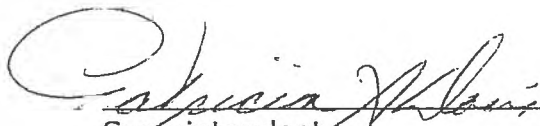

SRFTA Co-President


Date

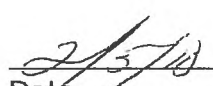
Memorandum of Understanding

Tutoring

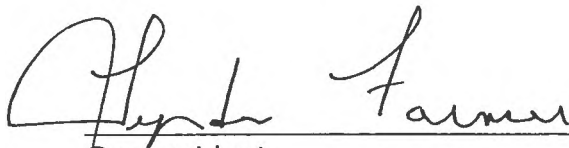
Tutoring is a confidential matter between student and teacher. Intimacy is assured by a climate that provides for the educational, social, and emotional needs of the participants, therefore a ratio of one or two students per teacher is most effective. Tutors are assigned on a volunteer basis paid at the rate of twenty dollars (\$20.00) per hour for each child tutored. Maximum rate is forty dollars (\$40.00) per hour. Groups will not exceed two (2) students and must be authorized by the administration.



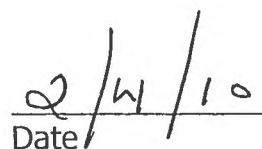
Superintendent



Date



Co-president

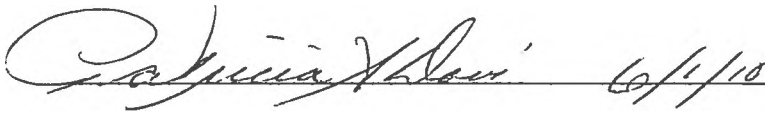


Date

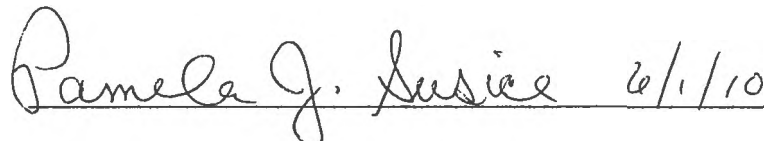
Memorandum of Understanding

The St. Regis Falls Central School District and the St. Regis Falls Teachers' Association agree to amend the collective bargaining agreement as follows:

Under Article VII, Section B: St. Regis Falls Central School District will provide four mandated half day Superintendence Days to implement curriculum goals and provide time for in-service training.

 6/1/10

Superintendent Date

 6/1/10

SRFTA Co-President Date



St. Regis Falls Central School

PO Box 309, 92 North Main Street

St. Regis Falls, New York 12980

Telephone: (518)856-9421 Fax: (518)856-0142

APPENDIX 0

TO: Susan Perkins, Business Manager

FROM: Patricia A. Dovi, Superintendent of Schools

DATE: October 17, 2008

SUBJECT: ADMINISTRATIVE DIRECTIVE

Pat
10/17/08

This is an administrative directive per Article V of the current St. Regis Falls United Teachers Association Contract regarding "Curriculum Coordinators", whereas:

- All Curriculum Coordinators begin work assessing student performance on standardized test scores as soon as the tests are completed:
ie: No later than July 1st of any given calendar year

And, whereas:

- The contract is silent on the issue of calendar of payments to the Curriculum Coordinators for services rendered

And, whereas:

- The first payment will be made no later than half-year (the end of December)

And, whereas:

- The bulk of the work has been done prior to the opening of school to ensure unit adjustments to coordinators that taught the curriculum

Patricia A. Dovi
Superintendent of Schools
(518)856-9421 (Ext. 1)

Marc R. Czadzeck
PreK-12 Building Principal
(518)856-9421 (Ext. 2)

Susan M. Perkins
Business Manager
(518)483-6420

Warren W. Gaggin
Director of Pupil Personnel Svcs.
(518)856-9421 (Ext. 5)

And, whereas:

- This Superintendent of Schools in the past, and in the future, shall continue to be fair in the payment of the Curriculum Coordinators for Services rendered. **THEY WILL BE PAID NO LESS THAN ½ THE ANNUAL SALARIES ALLOWED FOR THIS POSITION, NO LATER THAN MID-DECEMBER.**
- It is further stipulated by this memo that payment of said service to each Curriculum Coordinator will only be made if this office deems the work complete to date with verification of same to be acknowledged in writing to the Shared Business Office following consultation with the Principal and his recommendation to same.
- Furthermore, be it hereby known as when the time comes for the said contract to expire, it is recommended that Curriculum Coordinators receive payment in the above-mentioned increments, along with a timeline that will be completed by the Superintendent of Schools for services rendered, to allow the time and taught curriculum tested.

pad/lar

cc: C. Seyfarth, CPA
A. Silver, Esq.

APPENDIX P

Advisors End of the Year Summative Evaluation

**Instructional Functions — Advisors Professional and
Personal relations:**

Non-Instructional Functions — Advisors Performance:

- Advisor's Responsibilities:

Administrator _____ **Date** _____
Advisor _____ **Date** _____
Comments:

Advisor's Evaluation Form

Activity _____ Evaluator _____
 Advisor _____ Date _____

1 – Exceeds Standard 2 – Meets Standard 3 – Unsatisfactory 4 – does not apply

	1	2	3	4
A) Professional & Personal Relations				
1 – Rapport with participants				
2 – Rapport with other Advisors				
3 – Rapport with Parents				
4 – Public Perception				
5 – Appropriate Dress				
6 – Public relations with the media				
7 – Conduct at Events				
8 – Commands respect by example				
9 – Upholds school policies				
10 – Is open to constructive criticism				
11 – Implements recommended changes				
12 – Adheres to procedures and chain of command				
13 – Develops and implements program philosophy				
B) Advisors Performance				
1 – Thorough knowledge of their program				
2 – Prompt in attendance				
3 – Exercises self control				
4 – Is innovative				
5 – Supervises activities				
6 – Organizes Events				
7 – Teaching performance at events				
8 – Has performed duties contained in the job description				
9 – Has promoted the concepts and values of citizenship and sportsmanship				
C) Advisor's Responsibilities				
1 - Meet deadlines				
2 - Equipment inventory				
3 - Completes Reports				

APPENDIX Q

Coach Observation Form

Sport _____ Evaluator _____

Coach _____ Date _____

1 – Exceeds Standard 2 – Meets Standard 3 – Unsatisfactory 4 – Does Not Apply

Professional and Personal Relations	1	2	3	4
1. Rapport with players				
2. Rapport with coaches				
3. Rapport with parents				
4. Rapport with athletic director				
5. Rapport with officials				
6. Appropriate dress at practice and games				
7. Public relations with media				
8. Sideline conduct at games				
9. Commands respect by example				
10. Upholds school policies, rules, and regulations				
11. Open and receptive to constructive criticism				
12. Implements recommended changes				
13. Adheres to procedures and chain of command				
14. Develops and distributes appropriate program philosophy				
15. Demonstrates implementation of program philosophy				
Coaching Performance				
1. Thorough knowledge of sport				
2. Prompt in attendance at practice, games, and meetings				
3. Exercises self-control				
4. Is innovative; uses new ideas where appropriate				
5. Shows poise				
6. Supervision of athletes				
7. Practice and game organization				
8. Teaching performance on athletic field				
9. Promotes concepts and values of sportsmanship				

APPENDIX Q (cont'd)

Coaching Responsibilities	1	2	3	4
1. Compliance with meeting deadlines				
2. Equipment Inventory				
3. Team Rosters				
4. Health Info Sheets				
5. Player participation sheets				
6. Program information				
7. Care of equipment and facilities				
8. Issue and storage of equipment				
9. Organization of storage area				
10. Knowledge of eligibility rules and sport rule changes				
11. Attendance at coaches' meetings				
12. Discipline and control of athletes at games and practice				

13. Demonstrates effort to offer playing time to each & every student athlete
 Overall Rating _____ # _____

Comments:

Athletic Director's Signature _____ Date _____

Coach's Signature _____ Date _____

Coach's End of the Season Summative Observation

Areas in which coaches have had particular success or areas that need improvement should be noted in the appropriate space.

Instructional Functions

Part I: Coaching Performance Standards (practice and game organization, conduct with officials, rapport with players, performance standards, sportsmanship, etc.)

Non-instructional Functions

Part II: Administrative Duties (equipment, records, injury reports, public relations, budget requests, accountability of uniforms and coaching supplies, etc.)

~~Part III: Coaching Professional Goals (direction of program, coaching aspirations, etc.)~~

Coach

Date

Athletic Director

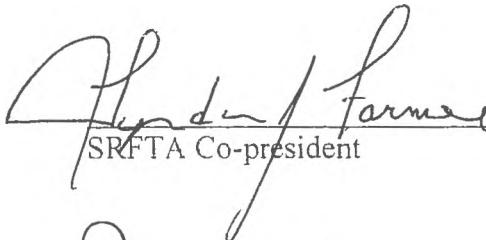
Date


The signing of this form indicates that the individual has read the report and does not necessarily indicate agreement. The person evaluated may attach a written statement explaining lack of agreement with this evaluation and may make additional comments.

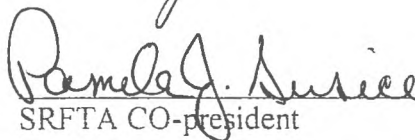
Memorandum of Understanding (MOU)

In recognition of rising costs due to increasing health insurance premiums, the St. Regis Falls Teachers' Association (SRFTA) voluntarily consents to accelerating health insurance premium contributions to the 2013-2014 level as listed in the current collective bargaining agreement between the SRFTA and the St. Regis Falls Central School district. This agreement is contingent upon the following stipulations:

- 1.) The District agrees that this MOU does not in any manner constitute a reopening of negotiations or the right to change any other terms of the collective bargaining agreement.
- 2.) The implementation of this MOU takes effect ~~September 1, 2011.~~ ^{July 27th}

 4/25/11
SRFTA Co-president


Superintendent of SRF Central School

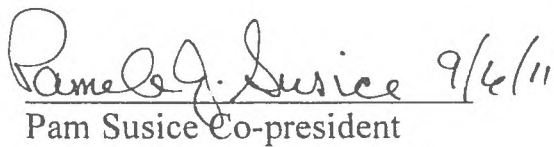
 4/25/11
SRFTA CO-president

Memorandum of Agreement

The St. Regis Falls Teachers' Association agrees to eliminate salary Schedule A of the 2011-2012 school year. Salary Schedule B for the 2011-2012 school year will immediately replace Schedule A and remain in effect for the current school year.

 9/6/11
Lyndon Farmer Co-president


Beverly Ouderkerk Superintendent

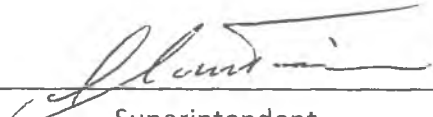
 9/6/11
Pam Susice Co-president

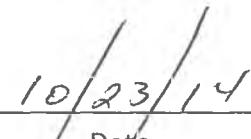


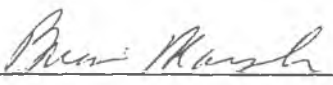
Memorandum of Understanding

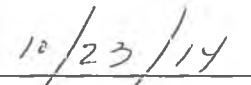
The St. Regis Falls Central School District has the right to assign the duties of Athletic Director to an administrator. At any time, if the duties are not assigned to an administrator the position will be open to the St. Regis Falls Teacher's Association members. If no one from the Association applies for the position, the district may fill the position as necessary.

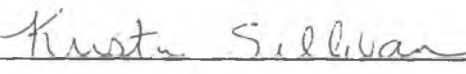
1. The duties will be given to the director before the first athletic season begins.
2. The Association member will not be responsible for coaches' observations unless they have an administrative certification.
3. The salary will be \$5,200.00.
4. The Athletic Director will be evaluated using the Advisor's Evaluation form on page 42 of the contract.

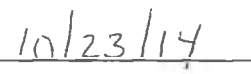

Superintendent


Date


SRFTA Co-President


Date


SRFTA Co-President


Date